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## SUBJECT GROUP 4000 - 4199 GENERAL

## SUBGROUP 4027 - PETROLEUM PROCUREMENT

4027.1 Fuel Deliveries

a. Requisition Procedures. On all requests for bulk fuel and bulk 9250 and 2190 TEP lubricating oils, the ship or activity being fueled will submit a requisition (DD Form 1149 or DD Form 1348-7) to Fleet and Industrial Supply Center (FISC), Norfolk (N00189). Requisitions must be available to the fuel operations personnel prior to commencement of refueling. Requisitions will be completed in accordance with "Procedures for the Management of Petroleum Products, DOD 4140.25M, blocks 1, 2, 3, 6, 10, 13 and columns a, b, c, and d." In addition, the MILSTRIP codes for Supplementary Address, Signal Code, and Fund Code must be entered on the bottom line of column b. All other requests for packaged fuels and packaged lube oils shall be submitted to FISC Norfolk (Code 105), on a DD Form 1348 prepared by the requesting activity. Arrangements for bulk fuel can be made by LOGREQ and/or calling the FISC Norfolk Bulk Fuel Scheduler. Arrangements for bulk lubricating oil may be made by delivering a requisition (DD Form 1149 or DD Form 1348-7) prior to delivery to the FISC Fuel Department, Building W-62. **Note:** Ships will not fuel while alongside WPNSTA Yorktown pier. Fuel is available at Cheatham Annex by making arrangements through FISC Norfolk Bulk Fuel Scheduler during normal working hours. After normal working hours, contact the WPNSTA Yorktown Duty Storekeeper (See Appendix B for POC/numbers).

b. High Flash Ballast Disposal. High flash ballast disposal can be accomplished only at Craney Island. All defueling or debunkering of ships will normally be done at Craney Island. There are no military facilities available in the Hampton Roads area for the disposal of low flash ballast.

c. Bunkering Requirements. When practical, ships returning bunkers upon arrival or for operational reasons are requested to arrange for bunkering during the normal forty-hour workweek in effect at shore stations (Monday through Friday). In order to minimize the use of overtime, it is requested to limit bunkering during other than normal shore station working hours to that necessary for operational readiness. Ships are to submit a DD Form 1149 to fuel personnel for reimbursement of all overtime worked. Fueling operations will normally be limited to daylight hours.

d. Emergency Fueling Procedures. When an operational necessity exists, ships can be fueled on an around-the-clock basis at Craney Island Fuel Terminal. Ships will ensure that fully qualified fuel personnel and pollution control parties are on board in duty status before fueling during hours of darkness. Ships at Craney Island must be in a steaming condition at all times.

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e. Low Flash Product Carriers Regulations. No butter-worthing, mucking or gas freeing of any tanker/fleet oiler tanks carrying low flash products (aviation gasoline, automotive gasoline or JP4) will be permitted at any of the FISC Norfolk Fuel Terminals.

f. Fuel Deliveries and Offloads. FISC Norfolk has YOGN barges assigned for the delivery of DFM or JP5. Fuel deliveries by these craft are primarily channeled to ships that are berthed outboard, completing yard overhauls, ships that, due to operational commitments/status, cannot be berthed at piers with fueling capabilities. In addition to fuel deliveries, these same crafts are utilized to offload in emergency cases only. Ships desiring barge deliveries should plan fuel deliveries through the FISC Norfolk Bulk Fuel Scheduler and shall clear the ship's side prior to arrival of the YOGN, provide adequate fender, line handlers, and petty officer supervision. Ships desiring fuel offloads should first notify the FISC Norfolk Bulk Fuel Scheduler and then coordinate fuel offloads through the Defense Distribution Depot Norfolk (DDNV), Transportation and Shipping Division, Code TAA.

g. Used Lubricating Oil. Used lubricating oil offloads should be coordinated through the FISC Norfolk Bulk Fuel Scheduler.

h. Precedence. Ordnance movement will take precedence over all normal fueling operations.

i. Restrictions. Ships will not fuel while alongside WPNSTA Yorktown.